



JOB DESCRIPTION

Title: Sanitation Laborer

Department: Sanitation

Reports to: Sanitation Superintendent

Pay Grade: 48

Date Adopted: February 3, 2021

Previous Revision Date:

Last Revision Date:

Type: ☒ Full Time

☐ Part Time

FLSA: ☐ Exempt ☐ Salary

☒ Non Exempt ☒ Hourly

Union: ☐ Yes

☒ No

Job Summary:

Ensure residential refuse and recycling is picked up in a timely and safe manner.

Essential Functions:

1. Ride on the back of sanitation or recycling collection truck and collecting refuse, yard waste, and recycled items on a designated route. Operate packer on back of truck.
2. Observe safety procedures while performing refuse pick-up. Direct driver when pulling out in traffic and backing up. Direct incoming vehicles to dumping area at solid waste disposal facilities.
3. Knowledge of standardized work routines used for manual tasks and operation of collection vehicles in refuse operations.
4. Check operating and safety conditions of vehicles. Perform minor servicing, and report needed repairs or servicing.
5. Perform duties to ensure compliance with the Nebraska Department of Environment and Energy (NDEE).
6. Complete daily recycling collection routes. Pick up and replace recycling containers as needed.
7. Assist driver with various tasks during waste runs.
8. Wash and fuel trucks and equipment as needed. Grease trucks.

9. Operate refuse compactors. Instruct users on the proper methods of separating and depositing different materials.
10. Clean areas around station. Clean break room. Weed eat, cut grass, blow leaves, and cut trees.
11. May be required to work extended hours during natural disasters, declared disasters, and similar events.
12. Keep confidential information confidential.
13. Report to work within thirty-five (35) minutes for emergencies under normal driving conditions, as required.
14. The employee must work the days and hours necessary to perform all assigned responsibilities and tasks. Must be available (especially during regular business hours or shifts) to communicate with subordinates, supervisors, customers, vendors and any other persons or organization with whom interaction is required to accomplish work and employer goals.
15. The employee must be punctual and timely in meeting all requirements of performance, including, but not limited to, attendance standards and work deadlines; beginning and ending assignments on time; and scheduled work breaks, where applicable.
16. The employee must be able to work extended hours in an emergency.
17. Employee must be able to be "on-call".
18. Performs other work which is consistent with the essential functions of the job.
19. Performs other duties as assigned.

Education and Special License(s)/Certifications:

High school diploma or equivalent.

Must be 18 years of age or older.

Must possess a valid driver's license and maintain an insurable driving record.

Experience:

None

Skills:

1. Good oral and written communication skills.
2. Good listening skills.
3. Manual dexterity.

4. General construction skills.
 5. Good driving skills.
-

Mental Requirements:

1. Ability to analyze safety situation.
 2. Ability to make quick decisions.
 3. Ability to stay alert for long periods of time.
 4. Ability to work independently.
 5. Ability to work in a team.
 6. Ability to assess situation and use judgement in responding.
 7. Ability to work under distracting conditions.
 8. Mechanical aptitude.
 9. Alpha/numeric recognition.
 10. Ability to carry out assignments through oral and written instruction.
 11. Ability to take on a leadership role.
 12. Mechanical aptitude.
 13. Diplomacy and judgement.
 14. Logical reasoning.
-

Physical Requirements:

1. Hand, eye, and body coordination to operate light to moderately heavy machinery, equipment and vehicles.
 2. Ability to withstand extreme weather conditions.
 3. Exposure to vibrations.
 4. Ability to transverse rough terrain on foot.
 5. Ability to work with exposure to noise.
 6. Ability to distinguish among colors.
 7. Ability to work at extended heights.
 8. Ability to drive city vehicle.
 9. Ability to lift up to sixty (60) pounds.
 10. Ability to bend, climb, crawl, stand, and stoop.
 11. Ability to sit or stand for long periods of time, but also have the mobility to respond immediately for emergency incidents.
-

Supervisory Responsibility (Direct and Indirect):

None

Disclaimer:

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed for individuals with this job title. However, this job description is not intended to be an exhaustive list of all qualifications, skills, efforts, duties, responsibilities, or working conditions associated with the position.

Approved:

Tobias J. Tempelmeyer, City Administrator

February 3, 2021